

The most current information on how financial professionals can increase cash flow & control costs.

**April 26, 2021**

## KEY FINANCE FIGURES

	Curr*	Lst Mo	Lst Yr
<b>■ Leading Rates %</b>			
Prime Rate	3.25	3.25	3.25
Fed Funds Rate	0.25	0.25	0.25
<b>■ Money Market Rates %</b>			
<i>London Interbank (LIBOR)</i>			
1 month	0.11	0.11	0.79
3 months	0.20	0.19	1.18
6 months	0.20	0.20	1.16
<b>■ Stock &amp; Bond Indexes</b>			
DJIA	33,800	32,297	23,391
S&P 500	4,129	3,899	2,762
NASDAQ	13,900	13,069	8,192
5-Yr T-Bill	1.33	0.80	0.41
10-Yr T-Bill	2.23	1.53	0.73
<b>■ NACM Credit Managers' Index</b>			
Sales	73.9	69.9	39.5
New credit apps	63.9	65.5	44.0
Dollar collections	64.5	59.2	58.8

\*As of 4/12/21

### The Cumulative Effect of CFO & Controller Alert

**With the pace of change accelerating and the competition tougher,** what's the best chance to keep up performance and get two steps ahead of the competition? A reliable source of continuous information.

It's the **cumulative effect** that helps, not any one reading. Our unique function is to deliver solid, focused information in your area of responsibility in a fast-read format twice a month to help performance.

## 4 IT misconceptions that have costly consequences

### ■ How many of these do your employees believe?

**W**hen it comes to your company's sensitive financial data, what your employees don't know could hurt ... your wallet.

And it turns out there's quite a bit they don't know.

So finds a recent survey by cybersecurity experts at Avast. They tested the knowledge of more than 2,000 workers in the U.S. and U.K.

And what they uncovered is enough to make any CFO cringe, especially when you consider how much sensitive info, financial and otherwise, your company houses.

Take a look at the biggest misconceptions floating around in workplaces everywhere today.

For each one of these statements employees believe, your risk goes up significantly that your company could fall victim to a costly data breach.

#### 1. "Larger companies are more likely to get hit with a data breach."

This may be one of the most common misconceptions out there. Nearly two-thirds (65%) of employees at smaller companies have an "it can't

*(Please see IT ... on Page 2)*

## EEO-1 reporting window open April 26

### ■ Get that Payroll data ready!

**Y**our extended break from one Payroll compliance responsibility has finally ended!

Employers must now submit their EEO-1 pay reporting data to the feds.

The reporting window opened on April 26, and you have until July 19.

### The whats, whos and hows of filing

That's the word straight from the Equal Employment Opportunity Commission (EEOC).

**Note:** That's two weeks longer than you usually get. However, your company needs to report *both* 2019

and 2020 pay data in that timeframe.

Fortunately, you only have to do the less-labor-intensive Component 1 reporting for each.

Component 1 collects data from firms with 100 or more employees (50 or more if you're a fed contractor).

You'll have two ways to submit this data: 1) an online form, where you enter data into a secure web portal directly into the online filing system, and 2) a data file upload, which won't be available until late May.

**Info:** [eeoc.gov/employers/eeo-1-data-collection](https://www.eeoc.gov/employers/eeo-1-data-collection)

IT ...

(continued from Page 1)

happen here” mentality. But that’s not the reality. Cybercrooks are equal-opportunity targeters. If your people let their guard down because they think this is a big company problem, you’re extra vulnerable.

Try debunking this one by sharing a few dramatic examples of companies similar to yours that got hit by big data breaches (the internet is flooded with examples).

**2. “The biggest threats come from outside sources.”**

They may not be malicious, but the threat is most definitely coming from inside the building.

More than 70% of people believe the greatest cyberthreat comes from outside the organization.

The reality: Human error causes 88% of data breaches. And that can be anything from someone falling for a phishing scam to using an

all-too-easy-to-crack password to safeguard sensitive company data.

**3. “I can ignore that system update.”**

Fewer than 18% of folks realize keeping software and apps updated significantly prevents cyberattacks.

Some employees may hesitate to install an update on their own. Heck, some may fear an update message is a potential hack attack itself!

But many updates contain security fixes, so it’s something all employees need to stay on top of.

If they have concerns over whether an update’s legit, have them check with IT for confirmation.

IT also knows who’s using which programs, so they should alert folks anytime a new update comes out.

**4. “I’d be held personally responsible for a data breach.”**

This is an especially common – and problematic – one.

Two in five employees believe that they’d be in big trouble if they were the one responsible for a security issue, which leads to the next problem:

They don’t speak up when they’ve made a mistake that could compromise data security.

Whether they clicked a link they shouldn’t have or accidentally wired money to a phony recipient, many won’t raise a hand because they’re worried about the consequences.

This is one to nip in the bud right away. While you do expect employees to be smart about tech security, mistakes happen. And letting your company know about a slip-up immediately gives you the best chance of minimizing the damage.

Ensure employees understand there will be no repercussions for innocent mistakes. Not only that, but they should know the right people to be informed of an incident, so it can be handled immediately.

*Info: Avast has a Cybersecurity Quiz at [avast.com/en-us/business/resources/cybersecurity-quiz](https://www.avast.com/en-us/business/resources/cybersecurity-quiz)*

*Sharpen your*  
**JUDGMENT**

*This feature provides a framework for decision making that helps keep you and your company out of trouble. It describes a recent legal conflict and lets you judge the outcome.*

**■ Did the telephone prove employee’s case for OT?**

CFO Bill Keeper picked up the phone on the first ring. “Bill Keeper.”

“Bill, Jamie Owens here,” the CFO of Activate Co. said. Bill met Jamie at a professional conference years ago, and the two had stayed in touch.

“I need to pick your brain,” Jamie continued. “One of our admins is insisting she’s eligible for overtime, but I don’t really think that’s the case. We’re a small business with only one location and don’t engage in any interstate commerce.”

“Well that should keep you in the clear,” Bill reassured.

**Makes vendor, customer calls**

“Let me ask you this, though: What does she do on any given day?” Bill inquired.

“The usual. Filing, some phone work for billing matters, credit card processing, payments,” Jamie said.

“How often is she making those calls?” Bill asked.

“Not much – she calls vendors and customers maybe three to five times a week,” Jamie explained.

“You should be fine then,” Bill reassured him.

The employee continued to insist that she was owed overtime under the Fair Labor Standards Act (FLSA), so she sued her employer.

Was the employee entitled to OT?

**■ Make your decision, then please turn to Page 6 for the court’s ruling.**



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## Paycheck Protection Program loan timetable extended for both rounds

■ You now have until May 31 to apply

Still considering a Paycheck Protection Program (PPP) loan for your business? You've just been given two additional months to apply.

The American Rescue Plan Act expanded the program but not the timetable; however, last week President Biden signed the PPP Extension Act of 2021.

Here's what you need to know to take advantage.

### Fast answers, too

The big headline: The new two-month extension applies to both Round One and Round Two draws.

All eligible employers now have until May 31 to submit an application.

And you won't have to wait too long for your answer ... or your money.

The Small Business Administration (SBA) will now have until June 30 to process all applications received by the new deadline.

### FOR MORE ...

For more on Paycheck Protection Program Round Two, go to [cfoandcontrolleralert.com/open-for-business-round-2-of-ppp-loans](http://cfoandcontrolleralert.com/open-for-business-round-2-of-ppp-loans)

Still have questions? You have several federal resources:

- For an updated FAQ on the PPP program, go to [sba.gov/sites/default/files/2021-03/PPP%20FAQs%203.12.21%20FINAL-508.pdf](http://sba.gov/sites/default/files/2021-03/PPP%20FAQs%203.12.21%20FINAL-508.pdf)
- The Treasury Department has a dedicated webpage at [home.treasury.gov/policy-issues/cares/assistance-for-small-businesses](http://home.treasury.gov/policy-issues/cares/assistance-for-small-businesses)

## 6 in 10 seeing more excuses for overdue bills

■ UK survey exposes troubling trend

Time to double-check that your collections staffers are prepared to handle every excuse that could be thrown their way.

Because they could soon be hearing a lot more of them ... if they aren't already. A recent survey from across the pond revealed that 59% of UK businesses say they're running into more excuses for past-due bills.

And every excuse thrown up is another roadblock put between you and your money.

### Half see a sharp increase in late pays

This particular survey focused on small- and mid-sized businesses and

their current cash flow challenges more than a year into COVID-19.

And it's not just the excuses – the amount of late payments has risen as well. Just about half (48%) of UK businesses have seen late payments increase substantially since the start of the crisis. You can bet there's a similar situation over here in the states.

You'll want to sit down with your team to see if they're seeing a similar phenomenon and/or any new excuses for non-payment. Some practice scenarios can help everyone be ready.

*Info: For more on the survey, go to [londonlovesbusiness.com/pandemic-continues-to-exacerbate-the-issue-of-late-payments-amongst-smes](http://londonlovesbusiness.com/pandemic-continues-to-exacerbate-the-issue-of-late-payments-amongst-smes)*

## ECONOMIC OUTLOOK

### ■ Global supply chain struggles likely to last into 2022

We may not be scrambling to find toilet paper anymore, but supply chain delays remain a real and serious concern.

If your industry relies on the global supply chain, you've probably already been feeling it. And will for some time.

Here's some insight into what's happening.

### Docking delays more than doubled

We're being hit with a double whammy. Imports increased at the same time heightened screening protocols went into place.

Take the Port of Los Angeles as an example.

In February, the port processed 799,315 20-foot equivalent units (TEUs). That's up 47% over the same month last year.

At the same time, average maximum docking delays more than doubled, to five days, up from two days.

But once you get through that part, experts say multi-day delays exist to load goods onto rail cars or trucks.

So when can you expect things to normalize? Let everyone know you're probably going to have to wait a while. International shipping and port issues are predicted to linger until late this year, or even into early 2022.

If your business is being significantly impacted by all these delays, you might consider one alternative: Take to the skies.

Prices for air shipping have plummeted in recent months.

*(Adapted in part from "Global Supply Chain Disruptions Pile Up," by Bryan Mason, NACM eNews, 4/1/21)*

## New tool helps employees decide whether to hit the road or the screen

### ■ *Balancing employee safety and cost control during this transition time*

To travel or not to travel? That's the question road warriors will face with more and more frequency in coming months.

The CDC just came out and said that fully vaccinated people can safely travel, both domestically and internationally.

But there's more to it than the health considerations.

Companies learned over the past year that many of those trips can be safely replaced by virtual events ... at a much smaller price tag.

Which means that during this transition period, companies will have to grapple with which trips should be in-person and which can remain virtual.

### Use this or make your own

Fortunately, new tech tools can help employees get that answer.

One worth looking at: Tams Travel Evaluator (you'll find it at [tamstravel.org/evaluator](http://tamstravel.org/evaluator)).

Employees can log on to the site and answer no more than 15 questions about an upcoming trip, ranging from company policies to documentation and testing requirements to the business reason for the trip.

From there the site recommends whether it's better to attend in-person or opt for a virtual solution.

Of course your company could use this as a model for its own tool.

It wouldn't take much for IT to build a similar online questionnaire, where you can customize it to your company's geography, current COVID stats and strategic priorities.

That way you're sure you're not missing out on an important revenue generator, jeopardizing employee health or wasting money.

## Next same-day ACH enhancement announced

### ■ *Significantly higher per-transaction threshold kicks in next spring*

Get ready! Soon even your company's biggest-ticket transactions will be able to be quickly handled electronically.

The threshold for same-day automated clearinghouse (ACH) payments will rise to \$1 million on March 18, 2022.

That's a significant jump from the current \$100,000.

Check out the details of this latest development.

### Both credits and debits eligible

No matter how or who you pay the new limit will apply – all eligible same-day ACH payments count,

including both credits and debits, for both businesses and consumers.

All types of payments are in play, too: insurance claims, payroll funding, business-to-business transactions, tax payments, etc.

This is becoming an annual event. Nacha, the governing body of same-day ACH, has made a major enhancement every year for the past five years.

Just last month the window to initiate same-day ACH transactions expanded by two hours.

**Info:** For the Nacha announcement, go to [nacha.org/news/same-day-ach-payment-limit-increase-1-million](http://nacha.org/news/same-day-ach-payment-limit-increase-1-million)

## MANAGING FOR RESULTS

### ■ **Back in the building: Navigating the transition**

Nearly 75% of executives plan to have all staff back on site by July, a recent PwC survey found.

Many of those employees – yours included – are a little skeptical about safety, health and productivity.

How to put folks' minds at ease and their heads back in the game? Good communication while you transition.

"These fears are neither surprising nor irrational," says Ron Carucci, co-founder and managing partner at Navalent and author of *Rising to Power*. To help employees adapt, Carucci suggests you:

- **Up the communication.** Share what's going on (and why) so employees can rationalize it. You might form a communication task force to share updates, as well as identify bottlenecks, breakdowns and misinformation.
- **Be honest.** Don't mask your anxiety behind fake confidence or positivity. Tell employees if you're a bit anxious, too. And emphasize that you're ready to face challenges and talk about them.
- **Communicate patience, flexibility.** What's happening now will likely change soon – and you'll need to continue to update employees and get their feedback. Relay changes as a positive sign the company is learning, adapting and improving.
- **Be a source of joy.** Inject some levity into work. One manager asks employees to share a "work from home mishap" and "unexpected delight" to kick off meetings. And be safe: Replace high-fives and handshakes with positive notes and congratulatory email messages.

**Info:** [tinyurl.com/survey624](http://tinyurl.com/survey624), [tinyurl.com/Carucci624](http://tinyurl.com/Carucci624)

Our subscribers come from a broad range of companies, both large and small. In this regular feature, three of them share success stories you can adapt to your unique situation.

### 1 **Get-tough policy gets T&E compliance in line**

There's one thing we've learned when it comes to dealing with travelers: You receive the behavior you allow.

So if you want T&E receipts to flow in as they should, you can either make the submission process very easy for travelers – or you can make the consequences for not following the rules very severe.

We'd already done everything we could think of to make the process easy for everyone. For example, we

started allowing people to hand in pictures of their receipts, since we knew paper was a hassle.

But even with everything we did to simplify the process, travelers' behavior wasn't changing.

We knew it was time to change the consequences instead.

#### **Privileges revoked!**

We launched a new policy: If an employee doesn't hand in their receipts, we take their company credit card for 60 days. As expected, the

first few people who didn't comply were upset when we took their cards.

But that worked in our favor. Those employees went out and told everyone else what had happened. And that made everyone realize how serious we were. Soon after that, we saw people's behavior start to change.

Turns out, you only have to lose your card once to get in compliance. It's rare to have a repeat offender, and travelers are extra careful now.

*(Keith New, President, HQ Solutions, Macedonia, OH)*

**REAL PROBLEMS  
REAL SOLUTIONS**

### 2 **The low-cost way we boost safety awareness**

Our safety program plateaued – injury rates flatlined and workers were unmotivated and uninspired.

One thing we did was to use the S.T.A.R.S. program originally developed by the U.S. Department of Energy. S.T.A.R.S. stands for: Stop, Think, Act, Review, and Share.

An employee finds something that doesn't look or seem right (Stop). Then, they Think about what the next step should be. Then, they come up with a solution and implement it

(Act). They think about what had gone wrong and how to keep it from happening again (Review). Then, they Share the fix with other employees.

#### **Recognized our 'STARS'**

This is where we added our own twist. We gave each employee who completed S.T.A.R.S. a gold star for their hardhat.

It's our way of recognizing them for finding and mitigating a hazard. We asked employees who earned a star to

present what they did to other employees.

Also, the star travels with the employee on their hard hat. This means other employees who might not have heard about the safety fix could ask them about it. So sharing the solution continues. This program motivated employees to find and fix hazards and rewarded them for doing so (without a lot of cost).

*(Based on a presentation by Melissa Layfield, Program Safety Manager, Parsons Corp., NJ, at the National Safety Council's Virtual Congress 2020)*

### 3 **A streamlined system for 401(k) eligibility**

Because the nature of our business is seasonal, a lot of our employees worked for us seasonally and part-time.

A benefit of having so many seasonal workers meant we hardly had any issues caused by regulations in the different states we operated in.

However, when it came to finding who among these workers was eligible to invest with our 401(k) provider, it was confusing.

Our company decided part-timers

that had been with us three years and worked at least 1,000 hours were entitled to our 401(k) benefit.

Because everybody's date of hire was different, the parameters of their "anniversary" years are different.

It got labor-intensive for our company to track, and we needed some guidance.

#### **A new report, plus some reassurance**

First, I reached out to our payroll vendor to find out how to generate a report that shows us everybody's hours worked in their respective

anniversary year.

Then we called our 401(k) provider to double-check if there are federal rule changes related to retirement accounts, and if there was anything we needed to change on our end.

Getting that expert assistance was key.

Now we're confident none of our part-time employees miss getting notified about their 401(k) eligibility.

*(Cindy Maulick, Payroll Specialist, W. Atlee Burpee Co., Warminster, PA)*

# Greater financial wellness important for everyone ... but may be especially needed if you're located here

■ These states house the most financially illiterate folks

If your company has yet to include financial wellness benefits in your offerings, you'll want to do so STAT.

The coronavirus pandemic has made it more critical than ever, as many people have faced unprecedented – and often unexpected – new financial challenges.

And without the proper guidance things could get worse for them, no matter where they live.

## Think broadly about offerings

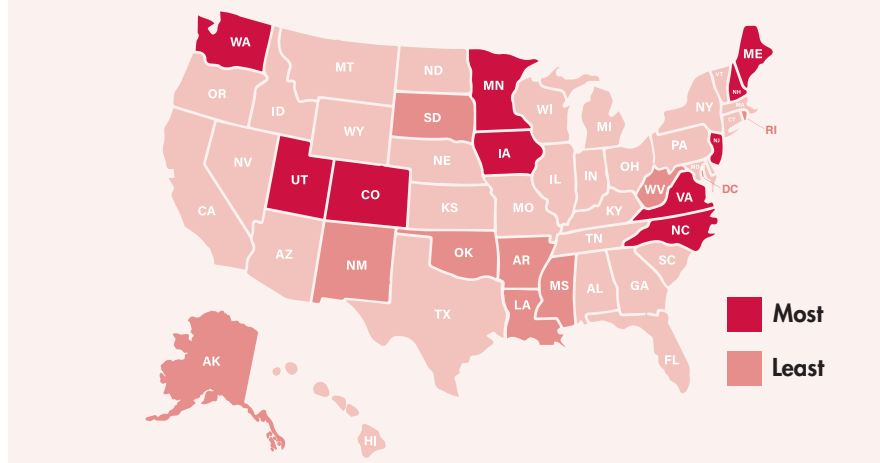
When you think about financial wellness benefits you probably think about offering access to financial advisors or info about retirement plan strategies. And those are great.

But there are other steps you can take to get your employees more financially healthy.

Allowing split deposits in direct deposit, for example, can get employees saving money with every paycheck. And doesn't cost you a cent.

## FINANCIAL HEALTH CHECK!

The Most and Least Financially Literate States, 2021



Source: WalletHub, [wallethub.com/edu/most-and-least-financially-literate-states/3337](https://wallethub.com/edu/most-and-least-financially-literate-states/3337)

Just what makes up financial literacy? For the purpose of this ranking, it's financial planning and habits, financial knowledge and education and "wallet literacy," comprised of 17 metrics from high-school financial literacy grades to rainy-day funds.

## Sharpen your judgment...

### THE DECISION

(please see case on Page 2)

Yes. A lower court originally sided with the employer. But on appeal, some details about the admin's job called the employer's claim into question.

Specifically, the employee made regular phone calls to out-of-state customers and vendors – usually three to five calls each week. The calls were related to billing matters, credit card processing, payments and other business functions.

The appeals court said this satisfied the requirements of engaging in interstate commerce under the FLSA as established in a previous case. The employee "regularly [used] the instrumentalities of interstate commerce ... e.g., regular

and recurrent use of interstate telephone." This interpretation matches with existing DOL regs stating that workers who regularly use phone calls for interstate communication are participating in interstate commerce.

That meant the admin could very well be covered under the FLSA, and her employer may owe her overtime pay.

### Analysis: Watch those smaller, but regular, tasks

This case serves as a good reminder that, before you assume an employee is exempt from overtime under the FLSA, it's crucial to double-check that all the duties the person performs regularly qualify for the exemption.

Just one or two non-exempt tasks could change a worker's employment status and impact your obligations under wage and hour law.

**Cite:** St. Elien v. All County Environmental Services, Inc., No. 20-11619, 11th Cir. 2021, 3/18/21. Dramatized for effect.

## Experts give their solutions to difficult workplace problems

*Finance professionals like you face new questions every day on how to deal with everything from accounting and tax regulations to management and employment law issues. In this section, experts answer those real-life questions.*

### Timeframe for COBRA premium assistance?

**Q:** The premium assistance subsidy offered under the new American Relief Plan Act (ARPA) is available to individuals from April 1, 2021, through Sept. 30, 2021, but what if an employee's COBRA continuation coverage will end during that window? For example, some employees lost health plan coverage in February 2020 after their hours were reduced due to COVID-19.

**A:** Although the premium assistance is available for the second and third quarters of 2021, individuals may lose their eligibility before Sept. 30, 2021 for a variety of reasons.

During IRS' April Payroll Industry Call, Kevin Knopf discussed the ARPA.

Someone who elected COBRA in February 2020 after losing health plan coverage for a reason related to COVID-19 would be eligible for the subsidy for about four months – until whenever they hit the 18-month mark for COBRA.

If someone initially didn't sign up for COBRA, they can do so now and receive the subsidy. Likewise, if they elected continuation coverage but later dropped it, they can resume coverage now. But be aware: The clock on their 18 months started ticking at the time of their qualifying event, and it didn't stop.

Premiums are covered 100% as part of the new legislation. Employees don't pay anything, but instead employers foot the

bill for the cost of premiums and then seek reimbursement from the government by claiming a tax credit on Form 941.

**Tip:** To receive an advance tax credit instead of waiting for quarterly reporting, consider filing Form 7200.

### Meals: When can we take 100% deduction?

**Q:** Under what circumstances does the 100% deduction apply for business-related expenses incurred for restaurant meals?

**A:** The deduction employers can take for food and beverages at a restaurant has increased from 50% to 100% for 2021 and 2022. But the IRS recently made it clear what *isn't* a restaurant for these purposes under the Taxpayer Certainty and Disaster Relief Act of 2020.

According to *Notice 2021-25*, written by IRS' Deena Devereux, a restaurant isn't a grocery store; specialty food store; beer, wine, or liquor store; drug store; convenience store; newsstand; or vending machine or kiosk.

Furthermore, a restaurant isn't an eating facility located on company premises, used to provide meals that are excluded from employees' gross income. A restaurant also isn't an employer-operated eating facility treated as a Sec. 132 de minimis fringe benefit.

*If you have a question you'd like our experts to answer, email it to Jennifer Azara at [jazara@CFODailyNews.com](mailto:jazara@CFODailyNews.com)*

## COMMUNICATION KEYS

### ■ Eye contact quiz!

Eye contact has become more important than ever in the age of masks. Are you confident you're doing it right? A few best practices:

- Hold it for 4-5 seconds
- Look away slowly (too quickly makes you seem nervous), and
- During the conversation, look at the person's nose, mouth, chin (mask) area and make periodic eye contact.

**Info:** [securityboulevard.com/2021/02/nonverbal-communication-a-valuable-tool-to-gain-trust](https://securityboulevard.com/2021/02/nonverbal-communication-a-valuable-tool-to-gain-trust)

### ■ Flip these questions for better emails

How's your week going?

How was your weekend?

How was your vacation?

All of these questions sound like great ways to start an email. But they can also be viewed as intrusive, depending on the recipient.

Better safe than sorry – simply turn these into statements: "Hope you had a great weekend," etc.

**Info:** [emailanalytics.com/51-email-greetings-ways-to-start-an-email](https://emailanalytics.com/51-email-greetings-ways-to-start-an-email)

### ■ 'Cameras-off' time combats Zoom fatigue

Yes, early in the pandemic it was critical to have everyone keep cameras on to feel connected.

But it's been more than a year now. And Zoom Fatigue is real. To give people a chance to recharge a bit, have everyone go audio-only for your next long Zoom. That allows people's brains to stop interpreting everyone's nonverbal cues and rest.

**Info:** [news.stanford.edu/2021/02/23/four-causes-zoom-fatigue-solutions](https://news.stanford.edu/2021/02/23/four-causes-zoom-fatigue-solutions)

# Recent developments that can help your business stay ahead

## **IRS: Employees can use FSAs, HSAs for these**

Encourage employees to save those receipts!

IRS Announcement 2021-7 says employees can now be reimbursed for their personal protective equipment to protect against COVID-19 through their:

- health flexible spending arrangements (health FSAs)
- Archer medical savings accounts (Archer MSAs)
- health reimbursement arrangements (HRAs), or
- health savings accounts (HSAs).

That includes items such as masks, hand sanitizer and sanitizing wipes.

*Info:* IRS Announcement 2021-7, at [irs.gov/pub/irs-drop/a-21-07.pdf](https://irs.gov/pub/irs-drop/a-21-07.pdf)

## **New employer guidance for claiming ERC in Q1,2**

If your company plans to claim the Employee Retention Credit (ERC) for one – or both – of the first two quarters of this year, here's an assist.

IRS just released new guidance to help. *IRS Notice 2021-23* explains the changes to the ERC for the first half of 2021, including:

- the increase in the maximum credit amount
- the expansion of the category of employers that may be eligible to claim the credit
- modifications to the gross receipts test
- revisions to the definition of qualified wages, and
- new restrictions on the ability of eligible employers to request an advance payment of the credit.

And keep an eye out: IRS says it will issue guidance for the second

half of the year soon.

*Info:* IRS Notice 2021-23, at [irs.gov/pub/irs-drop/n-21-23.pdf](https://irs.gov/pub/irs-drop/n-21-23.pdf)

## **Burnout warning! Many folks not taking PTO**

With summer fast approaching and vaccines becoming more widely available, now's the time to survey your staffers about their vacation plans for the summer.

An alarming number of folks have no plans to take a much-needed break. Approximately 42% of people still working from home don't intend to take time off or vacation time.

That's the finding of a recent poll by Monster.com

Seeing that burnout is up 35% over last May, it's critical your team members take the time to step away and recharge.

*Info:* [learnmore.monster.com/poll-results-from-work-in-the-time-of-coronavirus](https://learnmore.monster.com/poll-results-from-work-in-the-time-of-coronavirus)

## **Feds extend time to remotely check these docs**

Your organization still won't have to review Form I-9 documentation in-person for another few months.

U.S. Immigration and Customs Enforcement (ICE) just announced that remote inspection remains allowed through May 31.

This is just the latest of many times this practice has been extended since the pandemic took hold.

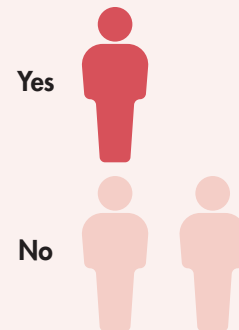
One thing that's different this go-around? ICE has made it clear that your company doesn't have to be 100% virtual to be permitted to check I-9 docs remotely.

*Info:* [uscis.gov/i-9-central/form-i-9-related-news/temporary-policies-related-to-covid-19](https://uscis.gov/i-9-central/form-i-9-related-news/temporary-policies-related-to-covid-19)

## MEASURE UP

### Turnover Trend

"I would look for a new job if required to be in the office full time."



*Source:* A survey of more than 1,000 workers conducted for Robert Half

Yes, some folks plan to take a hard line on the return to the office. To help others ease the transition, focus on the two things people want most: freedom to set preferred office hours and a personal, distraction-free workspace.

## **Lighter side: Some (failed) creative accounting**

Most everyone has taxes on the brain this time of year.

But these people really stretched their brains to try and claim these deductions. (Note: IRS wasn't having any of it):

- the \$10,000 fee for the arsonist who was paid to burn down his business for the insurance money
- a "bubble of pure air" to protect his family from New Jersey pollution
- a tattoo as a medical expense
- the family dog as a dependent, and
- a daughter's lavish wedding as a business expense.

*Info:* [turbotax.intuit.com/tax-tips/fun-facts/7-of-the-craziest-illegal-tax-deductions-ever-claimed/L3ZE1WEFZ](https://turbotax.intuit.com/tax-tips/fun-facts/7-of-the-craziest-illegal-tax-deductions-ever-claimed/L3ZE1WEFZ)